

**EAST AYRSHIRE COUNCIL**

**COMMERCIAL OPERATIONS COMMITTEE**

**MINUTES OF MEETING HELD ON TUESDAY 3 DECEMBER 1996 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Jim O'Neill, Drew McIntyre, Provost Robert Stirling, Councillors Alan Campbell, John Knapp, Jimmy Carmichael, John Smith and Eric Jackson.

**ATTENDING:** David Montgomery, Chief Executive; Des Tierney, Director of Commercial Operations; Iain McLachlan, Director of Personnel Services; William McKenzie, Senior Depute Director of Commercial Operations; Robin Gourlay and Charles McIvor, Depute Directors of Commercial Operations; Robert McLeary, Head of Property; David Morgan, Public Relations Officer; Bill Walkinshaw, Principal Administrative Officer; and Gillian Hamilton, Administrative Officer.

**APOLOGIES:** Councillors Gordon McCredie, David Sneller, Robert Taylor and Tommy Farrell.

**CHAIR:** Councillor Jim O'Neill, Chair.

**HEALTH AND SAFETY**

1. There was submitted a report dated 15 November 1996 (circulated) by the Director of Commercial Operations advising on the number of incidents/accidents reported in the period 1 September - 31 October 1996 and on the number of reports made to the Health and Safety Executive in terms of the reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

It was agreed:-

- (i) to continue to monitor health and safety statistical information and to support the implementation of a training programme;
- (ii) that a quarterly analysis be introduced to identify operational or training needs; and
- (iii) otherwise to note the report.

**PROGRESS REPORTS**

**2.1 DIRECT SERVICES**

There was submitted and noted a report dated 18 November 1996 (circulated) by the Director of Commercial Operations on some of the key issues within each of the Services comprising Commercial Operations Direct Services.

**2.2 BUILDING AND WORKS, ROADS AND TRANSPORT**

There was submitted and noted a report dated 26 November 1996 (circulated) by the Director of Commercial Operations on recent and ongoing issues within the Building and Works, Roads and Transport Sections.

### **CLEANSING - VEHICLE REPLACEMENTS**

3. There was submitted a report dated 18 November 1996 (circulated) by the Director of Commercial Operations seeking approval to replace five refuse collection vehicles in the financial year 1997/98.

It was agreed:-

- (i) to acquire five 26 tonne refuse collection vehicles (holding capacity 11 tonne) by competitive tender in line with the E.C. procurement legislation; and
- (ii) that the Director of Finance secure appropriate operational lease financing.

Councillor Campbell dissented from the decision.

### **WINTER MAINTENANCE**

4. There was submitted a report dated 18 November 1996 (circulated) by the Director of Commercial Operations advising on the Roads and Transport Section's operational arrangements for winter maintenance procedures.

It was agreed:-

- (i) to authorise the Director of Commercial Operations to provide the Winter Maintenance Service required by East Ayrshire Council;
- (ii) that joint monitoring reports by the Directors of Commercial Operations and of Development Services be submitted throughout the winter outlining the provision of service and providing details of any complaints received via Departmental complaints procedure; and
- (iii) otherwise to note the report.

### **SCOTTISH CONSTRUCTION OPERATIVES REGISTER EXECUTIVE (SCORE) SCHEME**

5. There was submitted a report dated 18 November 1996 (circulated) by the Director of Commercial Operations on the Building and Works Section's proposal for registering its employees under the SCORE Scheme and of the training implications associated with registration.

It was agreed:-

- (i) to approve the necessary steps for the registration of the eligible Building and Works Operatives;
- (ii) that the Director of Commercial Operations investigate and advise Councillor McIntyre on the non-representation on the scheme, of the engineering trades; and
- (iii) that a further report on the implementation of the Scheme be submitted to the Committee.

### **COMPULSORY COMPETITIVE TENDERING (CCT) PREPARATION**

6. There was submitted a report dated 19 November 1996 (circulated) by the Director of Commercial Operations advising of correspondence received from the Scottish Office regarding its decisions on the re-introduction of CCT in respect of services covered under the Local Government Planning and Land Act 1980 as follows; viz:-

- The Government had decided that CCT for small jobs below £25,000 would be reintroduced for jobs starting on or after 1 April 1997. The general reintroductions date for CCT under the 1980 Act would remain 1 July 1997.
- Ministers had decided that the winter maintenance allowance would remain as would the 40% allowance for jobs under £25,000.
- A number of transparency conditions would be introduced when competition was not in place.

It was agreed to note the report.

### **APPRENTICE AWARDS**

7. The Chair introduced and reported on the outstanding achievements of three apprentices during their apprenticeship training.

The Chair then presented awards to the undernoted apprentices in recognition of their effort.

Colin Boyd, fourth year Bricklayer: Received the GISCAL Trophy for his work at Ayr College.

Christopher Boyle, second year Electrician: Top apprentice within Ayrshire who received an award from the Scottish Electricity Training Trust and was top student in West of Scotland.

Alan Speirs, third year Joiner: Saw Centre Award at Ayr College.

The Committee congratulated the apprentices.

Provost Robert Stirling left the meeting following the presentations.

### **EXCLUSION OF PRESS AND PUBLIC**

8. The Committee resolved that under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the Press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraph of Schedule 7A of the Act as shown against each item.

### **BUDGET 1996/97 - PROGRESS REPORT (PARA 6)**

9. There was submitted a joint report dated 19 November 1996 (circulated) by the Directors of Commercial Operations and of Finance on the Commercial Operations Department's progress in achieving its financial targets.

It was agreed to establish a short term, Officer/Member Working Party to review options and consider proposals for the Grounds Maintenance Service and that membership be Councillor O'Neill, Chair and Councillor Carmichael, Vice-Chair of the Commercial Operations Committee, Councillor Sneller, Chair and Councillor McIntyre, Vice-Chair of the Policy and Resources Committee, and Councillor Campbell.

**PROPOSAL TO LEASE THE FORMER BRITISH GAS BUILDING AT HOLMQUARRY ROAD, KILMARNOCK (PARA 9)**

10. There was submitted a report dated 18 November 1996 (circulated) by the Director of Commercial Operations seeking approval to lease the former British Gas building at Holmquarry Road.

It was agreed:-

- (i) to approve the proposal; and
- (ii) that the Director of Support Services submit a report on the proposed leasing arrangements to the Policy and Resources Committee for its consideration.

**DEPARTMENT OF COMMERCIAL OPERATIONS - AMENDMENT TO STAFFING STRUCTURES OF BUILDING AND WORKS AND ROADS AND TRANSPORT SECTIONS (PARA 1)**

11. There was submitted a joint report dated 1 November 1996 (circulated) by the Directors of Commercial Operations and of Personnel Services recommending alterations to the staffing structure of the Building and Works and Roads and Transport Sections within Commercial Operations.

It was agreed:-

- (i) to support the amended structure as detailed within the report; and
- (ii) to refer the matter to the Personnel Sub-Committee of the Policy and Resources Committee for approval.

The meeting terminated at 1050 hours.